

PUBLIC ART COMMISSION MEETING

A regular meeting of the Public Art Commission took place on Wednesday, July 17, 2013, at 5:45 P.M. at the Cambridge Arts Council.

PAC members present: Alex Van Praagh, T.K. McClintock, Mags Harries, Cynthia Smith

Staff present: Jeremy Gaucher, Lillian Hsu, Rika McNally

1) PAC Membership

Cynthia Smith's term is up in September and she will roll off the Commission.

T.K. McClintock's term is up – he is waiting to find out about a scheduling commitment to see if he will renew his membership for another term.

Lillian stated that there is a need for a PAC Chair and Vice-chair to run the monthly meetings.

Lillian explained the roles of the CAC Fund board (oversees the 501cs), the Arts Council Advisory Board (oversees the Arts Council via city manager appointment), and the PAC (oversees the Public Art Percent for Art Ordinance). PAC would like more overlap with the Advisory Board with perhaps at least one member attending both monthly meetings from each group. Lillian explained that Jason gives updates about the public art program at the meetings regularly. Staff will send CAC Advisory Board meeting minutes to PAC for review each month and vice-versa.

PAC asked that Jason Weeks attend more PAC meetings – Lillian explained that he has a standing Wednesday conflict and has discussed possibly moving PAC meeting to Tuesdays to accommodate this. Staff will poll PAC members for their availability for future Tuesday standing meeting dates.

Lillian stated that we are trying recruit more PAC members to ensure diversity and a critical mass of people at monthly meetings.

2) Public Art Process Schematic

Staff handed out a draft of the a Public Art Schematic (attached) with a track for both a Request for Qualifications (RFQ) and a Request for Proposals (RFP).

Project Initiation: There are a few ways staff learns about upcoming projects: one mode of identifying projects is the annual Budget meeting with the City Budget Director and Deputy City Manager where they go through upcoming capital improvement projects and discuss budget and timing of each project. Other projects are learned about by discussion with other departments, such as DPW and CDD, including, sewer, parks and traffic calming projects.

Mags stated that she would like to request the Department Head meeting to discuss upcoming projects and incorporating art that Rich Rossi suggested.

Jason has requested the annual budget meeting for this upcoming fiscal year. Lillian will ask during that meeting for a city-wide memo to department heads confirming the Percent for Art project and that it is a city mandate to include art in all capital improvement projects.

Information Gathering & Site Visit: This steps entails staff meeting and speaking with appropriate site-specific personnel (DPW, CDD, Architects and/or designers, etc), visiting the site, and then considering variables such as site, timeline, budget in order to consult with PAC on final plan for the rest of the process.

PAC Discussion: staff takes the information and a draft recommendation for action plan to the PAC for discussion and feedback. Staff and PAC discuss RFP vs. RFQ, the scope of the call to artists, and the selection of the Art Jury, Art Jury instructions, and Site Committee in context of the variables of specific project (site, budget, timeline).

After this step, the PAC would like to add a new meeting to the process between members of the Art Jury, the Site Committee, and the PAC to review the scope and goals of the project.

Following that, the Art Jury would select the finalists.

For RFP projects: the PAC requests another meeting be added that invites the selected finalists to meet with/or attend a community meeting regarding the project as a whole. Artists are then given time to develop their proposal before the final selection by the Site Committee.

Alex suggested a public meeting/project notice be posted at each site, as to solicit interest from neighborhood residents.

PAC asked that the Process Schematic be split into two separate drawing and have spaces for actual timeline dates to be added for each project. Staff will edit this into two.

3) Project Update

Bishop Allen & Main: Adam Simha is working with Rob Steck on making creative seating elements within a \$7,000 budget.

Fern St: the city is planning to close a section of the street to pedestrian/bicycle-only traffic and the Arts Council will be involved with a \$100,000 artist project. Staff is working on its recommendation to the PAC for an Action Plan. Will send via e-mail when draft is ready, as the timeline the release the call is before the next in person meeting.

Meeting Adjourned 7:30pm.